



Department of Police * City of Chicago
3510 South Michigan Avenue * Chicago, Illinois 60653

Date November 16, 2011

Re: C. L. No. 1049902

Dear [REDACTED]

A complaint against a Department member, registered under the above Complaint Log (C.L.) Number, is currently under investigation by the Chicago Police Department.

A vital step in the investigation is an interview with the person who registered the complaint as well as witnesses. This step is essential in order to conduct a complete and thorough investigation.

Please contact me as soon as possible so that I can make arrangements to meet with you regarding the incident under investigation. The following information is provided so that you can contact me without unnecessary inconvenience:

Name: Sergeant Marcella S. Solis

Address: 3510 S. Michigan Avenue

Telephone: 312-745-6310

Hours Available: 0800-1400 hours

Sincerely,

A handwritten signature in black ink that reads "Sgt. M. S. Solis".

CPD-44.223 (REV. 1/07)

Emergency: 9-1-1 * Non-Emergency: (Within City limits) 3-1-1 * Non-Emergency: (Outside City limits) 312-746-6000
TTY: 312-746-9715 * E-mail: police@ci.chi.il.us * Website: www.ci.chi.il.us/CAPS

CPD 0021199

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City of Chicago
Department of Police
3510 South Michigan Avenue
Chicago, Illinois 60653
Sgt. M. Solis
UNIT 121



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CHICAGO IL 60634

PS Form 3800, August 2006
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